



DEPARTMENT OF THE ARMY
HEADQUARTERS, 15TH REGIMENTAL SIGNAL BRIGADE
FORT GORDON, GEORGIA 30905-5729

REPLY TO
ATTENTION OF:

ATZH-TB

20 February 2007

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter 26: Quarterly Equal Opportunity Board Competition

REFERENCES

A. AR 600-20, Army Command Policy

B. TRADOC Regulation, DA PAM 350-20, (Training) Unit Equal Opportunity Training Guide

1. The purpose of this memorandum is to establish a policy of selecting the quarterly Equal Opportunity Board within the Brigade.
2. All units, down to company level, have the responsibility for maintaining an Equal Opportunity Board in their unit area. Each Battalion will select one unit's board to compete for the Equal Opportunity Board of the quarter. The Battalion will forward the unit name, Company Equal Opportunity Representatives name, Commander and First Sergeants name to the Brigade Equal Opportunity Advisor. The Brigade Equal Opportunity Advisor, along with all Battalion Equal Opportunity Representatives, will walk through all competing unit's areas. This panel will select the winning board based on the following criteria:

- **Unit has designated EO Bulletin Board**
- **EO Bulletin Board is available/accessible to all unit personnel**
- **Command policy letters are posted in accordance with AR 600-20**
- **Complaint procedures flowchart**
- **Unit Equal opportunity Representative name & phone number**
- **Battalion & Company Equal Opportunity Representative Picture**
- **Equal Opportunity Advisor name, photo & phone number**

Failure to meet the criteria listed above will result in disqualification. In addition, the following information will be graded on a scale of 1-5 with one being the least amount of points awarded and 5 being the greatest:

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- **Originality of the Board (1-5)**
- **Current Equal opportunity Information, I.e. (flyers, posters, news articles) (1-5)**
- **Display in support of Current months Ethnic observance program (1-5)**

3. The unit receiving the most points will be selected as the winner and will be recognized during the Brigade's Victory Week awards program. In the event of a tie, the Brigade Commander will select the winner.



FRANK G. PENHA
COL, SC
Commanding

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"Voice of Victory!.....Faithful Service!"